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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: SEP 10 1953

FROM : Chief, Transportation Division

SUBJECT: Weekly Activity Report

1. GENERAL

25X1A1d

25X1A6a

b. Charter Flight to [REDACTED] (new item - completed)

25X1A6a

In order to meet operational requirements set by the Southern European Division for the Shipment of 700,000 leaflets and 350,000 booklets to [REDACTED] prior to 20 September 1953, arrangements are being made to move this cargo by chartered, commercial aircraft. The use of [REDACTED] in this instance was precluded because Southern European representatives in the field are not in a position to receive cargo [REDACTED].

25X1C

25X1A 25X1C

25X1A6a

25X1A6a

25X1A6a

25X9A2

It is planned that the shipment will be picked up by Agency trucks at the [REDACTED] on 10 September, and moved to the [REDACTED] for forwarding to Idlewild International Airport on 11 September. Shipment should arrive in [REDACTED] on the 15th or 16th of September. This shipment will be marked [REDACTED] and final booking and charter arrangements will be concluded on 10 September when the shipment has been packed and Southern European Division has provided necessary information on weight and cube.

25X9A2

25X1A6a

Shipment is being made by [REDACTED], which quoted a low rate of \$1.07 per pound from New York to [REDACTED]. If the shipment is larger than 6,000 pounds, or a return haul is available, the \$1.07 rate will be reduced proportionately.

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2. PROJECTS AND STUDIES IN PROGRESS

25X1A6a

a. Delayed Shipment to [REDACTED] (continued item)

25X1C15a



3. OTHER ITEMS OF INTEREST

a. Use of Commercial Truck and Rail (new item - completed)

*aw*

25X1A6a

Representatives of the Transportation Division discussed with the Traffic Management Specialist, General Services Administration, the possibility of handling [REDACTED]

truck or rail. As a basis for consideration, several suggested commodity listings were furnished for rate study.

When information has been developed on both railroad and truck services relative to commodity, class, rates, operation schedules and other necessary information, a meeting will be scheduled to consider the feasibility of utilizing commercial facilities in the shipment of Agency material.

b. Truck Operations and Other Highway Activities (new item - complete)

25X1A6a

*X*

(1) Number of trips:

(a) Local . . . . . 76

(b) Out-of-town . . . . . 2 (both to [REDACTED])  
(Weight moved - 21,916 lbs.) →

(2) Total Truck Mileage — 4,907 miles.

(3) One Agency-owned automobile and one privately-owned automobile were processed and driven to New York by Highway Branch personnel.

c. Cargo Shipments (new item - complete)

A total of 10 air and 87 sea and rail shipments were effected.

d. Passengers and Personal Property (new item -- complete)

(1) Number of foreign travelers processed . . . . . 39  
(2) Number of reservations:  
    Airlines -- Domestic -- 28  
              Foreign -- 23 . . . . . 51

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Railroads . . . . .	10
Steamship . . . . .	8
(3) Value of tickets procured:	
Vouchered . . . . .	\$364.45
Unvouchered . . . . .	\$474.30
(4) Number of transportation requests issued . . . . .	10
(5) Number of transportation requests issued and cancelled . . . . .	0
(6) Number of incoming personal property shipments . . . . .	8
(7) Number of Outgoing personal property shipments . . . . .	10
(8) Number of Outgoing personal property automobiles . . . . .	3
(a) One auto delivered by Agency Personnel to N.Y.	
(b) Four autos delivered by individual owners to N.Y.	
(9) Number of dependents processed . . . . .	17
(10) Number of dependents traveling via sea . . . . .	4
(11) Number of dependents traveling via air . . . . .	13

4. SPECIAL PROBLEMS

a. Return of Household Effects Without Prior Notification  
(continued item)

25X1A6a

Household effects of two Agency employees transferred from [redacted] to [redacted] were shipped to the U. S. Despatch Agent, [redacted] California, and are now in temporary storage at the [redacted] Action will be taken by the Transportation Division to store these 25X1A6a effects upon receipt of authorization from the Far East Division. 25X1A5a1

b. Classification of Letters [redacted]  
(continued item)

25X1A5a1

The Transportation Division has requested a ruling from the Security Officer, Logistics Office, as to whether or not Agency letters [redacted] required a classification. A ruling is expected at an early date.

5. MAJOR OBJECTIVES

a. Obtain appropriation symbols to be used on transportation requests and all Government Bills of Lading used by this Agency:  
PERCENTAGE COMPLETED: 80% 25X1C4a

25X1C4a  
25X1C4a

b. Publication of Agency Regulations setting forth the procedure for the movement of Agency Employees [redacted] their dependents, household goods, personal effects, privately-owned automobiles and pets [redacted]  
PERCENTAGE COMPLETED: 80% 25X1C4a

25X1C4a

- 3 - **CONFIDENTIAL**  
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25X1C4a

25X1C4a

c. Establish channels for movement of sensitive items to overseas areas so that items can be delivered to final destination [REDACTED]

PERCENTAGE COMPLETED: 25%

d. Preparation of necessary regulations for the control of transportation of things and travel:

PERCENTAGE COMPLETED: 50%

25X1A6a

e. Establishment of scheduled truck runs from the [REDACTED] Depot 25X1A6a to [REDACTED]

PERCENTAGE COMPLETED: 100%

f. Establishment of an accounting system for funds allotted to and obligated by the Transportation Division:

PERCENTAGE COMPLETED: 75%

25X1A9a

[REDACTED]